

County of Los Angeles
DEPARTMENT OF PUBLIC SOCIAL SERVICES

12860 CROSSROADS PARKWAY SOUTH - CITY OF INDUSTRY, CALIFORNIA 91748
Tel (562) 908-8400 - Fax (562) 908-0459



BRYCE YOKOMIZO
Director



Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEV YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

February 1, 2005

TO: Each Supervisor

FROM: Bryce Yokomizo, Director

David Sanders, Ph.D.
Director of Department of Children and Family Services

Marvin Southard, D.S.W. *DM for MJS*
Director of Department of Mental Health

SUBJECT: REPORT ON PROTOCOL WITH MIDNIGHT MISSION
(BOARD ORDER #61 - DECEMBER 14, 2004)

This is to provide you with this week's report on the implementation of the protocol developed with the Midnight Mission in Skid Row to assist homeless families at the Mission.

We will continue to provide a weekly report to your Board through June 2005.

BY:fw

Attachment

c: Chief Administrative Offices
County Counsel
Executive Officer, Board of Supervisors
Los Angeles Homeless Services Authority
Public Counsel

WEEKLY REPORT ON MIDNIGHT MISSION FAMILIES

Week of Monday 01/24/05 through Sunday 01/30/05

	This Week	Since Program Started: 12/13/2004
A. Families referred to DPSS		
1. Number of families referred	2	15
a) Number of adults	3	21
b) Number of children	3	33
Ages 0-4	0	10
Ages 5-10	2	16
Ages 11-14	1	5
Ages 15+	0	2
2. Disposition of referrals		
a) Homeless Assistance		
1) Number of families to whom CalWORKs Homeless Assistance funding for shelter issued	1	7
2) Number of families not eligible for CalWORKs Homeless Assistance funding and placed in a family shelter	1	8
b) CalWORKs Status		
1) Number of families already on aid	1	11
2) Number of families approved and issued CalWORKs	0	2
3) Number of families denied	1	2
Reasons for application denial:		
o did not return to the district office to complete the application process	0	1
o subsequently determined ineligible	0	0

	This Week	Since Program Started: 12/13/2004
B. Reason for homelessness		
1. Evicted	1	13
2. Domestic violence	0	0
3. Moved from another County/State	1	2
4. Prior home declared uninhabitable	0	0
5. No other shelter available	0	0
C. Case Management		
1. Specialized Supportive Services		
a) Number of families screened	0	12
b) Number of families referred for:		
o mental health services	0	1
o domestic violence services	0	0
o substance abuse services	0	0
2. Child Protective Services (CPS)		
Number of families referred to DCFS	0	0

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BRYCE YOKOMIZO
Director



February 15, 2005

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Board of Supervisors
GLORIA MOLINA
First District
YVONNE B. BURKE
Second District
ZEV YAROSLAVSKY
Third District
DON KNABE
Fourth District
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Fifth District

Dear Supervisors:

**RECOMMENDATION TO AWARD A CONTRACT TO
PARKING COMPANY OF AMERICA
FOR SHUTTLE BUS SERVICES
(DISTRICT 4 - 3 VOTES)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Find that shuttle bus services can be provided more economically by Contractor than by County employees.
2. Approve and instruct the Chair to sign the enclosed Prop A contract with Parking Company of America, effective the day after Board approval or March 1, 2005, whichever is later, through February 28, 2008, to provide shuttle bus services at a maximum contract amount of \$331,092 for the three-year term of the contract. The maximum annual cost is \$110,364. To the extent these costs are claimed to CalWORKs and Food Stamps, there is no additional Net County Cost (NCC) after the required Maintenance of Effort (MOE) is met. The share of costs charged to General Relief results in an estimated NCC of \$10,000 annually. Funding for this contract is included in the FY 2004-05 Adopted Budget. Funding for future years will be included in the Department's budget requests.
3. Delegate authority to the Director of the Department of Public Social Services to prepare and sign amendments to the contract for any decrease or increase of no more than ten percent of the total contract amount, when the change is necessitated by additional and necessary services that are required in order for the contractor to comply with changes in federal, State, or County requirements. The approval of County Counsel and the Chief Administrative Office (CAO) will be obtained prior to executing such amendments, and the Director will notify the CAO in writing within ten business days after execution.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Shuttle bus services are required at the Paramount and South County GAIN Region V offices, located at 2959-2961 East Victoria Street, Rancho Dominguez, and the South Complex offices, located at 17600 "A/B" Santa Fe Avenue, Rancho Dominguez, due to limited on-site parking. There are 672 employees at the South Complex office with 622 on-site parking spaces available, of which 117 are reserved for public parking. There are 402 employees at the Paramount and GAIN office site with 317 on-site parking spaces available, of which 15 are reserved for public parking. Currently, the overflow of DPSS employees park at a leased parking lot and are transported to the DPSS offices.

The Department's current contract for shuttle bus services for the Rancho Dominguez offices expires February 28, 2005.

Approval of this contract will ensure the continuation of essential shuttle bus services to DPSS employees.

Implementation of Strategic Plan Goals

These recommendations are consistent with the principles of the Countywide Strategic Plan Goal #2: Workforce Excellence, by enhancing the quality and productivity of the County workforce.

FISCAL IMPACT/FINANCING

The maximum amount of this contract for the three-year period is \$331,092. The maximum annual cost of the contract is \$110,364. To the extent that the contract costs are claimed to CalWORKs and Food Stamps, there is no additional NCC after the required MOE is met. There is a \$10,000 NCC annually that results from costs associated with other programs, such as General Relief. Funding for this contract is included in the FY 2004-05 Adopted Budget. Funding for future fiscal years will be included in the annual budget requests.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The County's Prop A and Living Wage Ordinance provisions apply to this proposed contract, as County employees can perform these contracted services.

The contract is cost effective, a requirement of Prop A contracts.

The contract is for a term of three years commencing March 1, 2005, or one day after Board approval, whichever is later, through February 28, 2008, with no options for extension.

The award of this contract will not result in unauthorized disclosure of confidential information and will be in full compliance with federal, State, and County regulations.

The contract complies with all of the requirements of Los Angeles County Code Section 2.121.380, which is a mandatory prerequisite for the award of this contract.

The contract includes Federal Debarment language.

The contract includes Contractor Responsibility and Debarment language.

Provisions for the County's Jury Service Program have been included in the contract. The contractor is in compliance with the Jury Service Program.

The Safely Surrendered Baby Law provision is included in the contract, which requires the contractor to notify and provide a fact sheet to their employees regarding the Safely Surrendered Baby Law, its implementation in Los Angeles County and where to safely surrender a baby.

The contract includes the provision for the Contractor to first consider hiring County employees targeted for layoff or re-employment.

The contract requires the Contractor to consider hiring participants of the Greater Avenues for Independence (GAIN) program and General Relief Opportunities for Work (GROW) program.

The contract includes the provision that requires the Contractor to comply with the Los Angeles County's Child Support Enforcement requirements.

The contract may be terminated for: 1) Breach of warranty to maintain compliance with County's Child Support Compliance Program; 2) convenience; 3) default; 4) improper consideration; 5) insolvency; 6) non-adherence of County lobbyist ordinance; and 7) non-appropriation of funds.

The contract includes provisions for performance standards/outcome measures.

The contract has been approved as to form by County Counsel.

CONTRACTING PROCESS

Shuttle bus services were solicited through a competitive process under Los Angeles County Prop A ordinance. On September 28, 2004, DPSS released a Request for Proposals (RFP). Parking Company of America was selected as the highest ranking proposer.

The RFP was advertised in the following publications: Los Angeles Times, Orange County Register, Small Business Exchange, Los Angeles Sentinel, La Opinión, Acton/Agua Dulce News, The Daily News, Copley Newspapers, Eastern Group Publications, L.A. Watts Times, Chinese Daily News, and The Korea Times. Also, the solicitation was posted on the L.A. County Website and DPSS website. Interest letters were mailed to 25 organizations listed on the Department's bidders list as well as other interested vendors. The RFP was mailed to 27 interested vendors on September 28, 2004.

Three responses were received in response to the RFP. The proposals were evaluated in accordance with the evaluation criteria in the RFP. One proposal was not cost effective and therefore, rejected. The financial statements for the two remaining proposers were reviewed and rated by Auditor-Controller staff. In addition, both of the proposers reported labor law violations, which were referred to the Division of Labor Standards Enforcement. An evaluation of the labor violations disclosed by Parking Company of America resulted in a four percent deduction in their overall score. Modern Parking, Inc., received a one percent deduction. The Labor Law Assessment Team determined that the number of reported labor law violations and the claims for alleged violations for each contractor do not appear to show a pattern of intentionally violating State labor laws. This process is necessary on all Prop A solicitations and is needed prior to completing the evaluation process.

The Local Small Business Enterprise (SBE) program's provisions were included in the RFP. No proposer claimed to be certified as a Local SBE vendor and no Local SBE credit was applied in this RFP's evaluation.

The contract does not include a Cost-of-Living Adjustment.

IMPACT ON CURRENT SERVICES

The award of this contract will not infringe on the role of the County in relationship to its residents, and the County's ability to respond to emergencies will not be impaired. There is no change in risk exposure to the County.

CONCLUSION

Upon approval and execution, the Executive Officer, Board of Supervisors, is requested to return one adopted stamped Board Letter and two (2) original signed copies of the contract to the Department of Public Social Services.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Bryce Yokomizo', with a stylized flourish at the end.

Bryce Yokomizo
Director

BY:sls

Enclosure

c: Chief Administrative Officer
County Counsel
Auditor-Controller

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February 8, 2005

TO: Each Supervisor

FROM: Bryce Yokomizo, Director

David Sanders, Ph.D.

Director of Department of Children and Family Services

Marvin Southard, D.S.W.

Director of Department of Mental Health

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Los Angeles Homeless Services Authority
Public Counsel

WEEKLY REPORT ON MIDNIGHT MISSION FAMILIES

Week of Monday 01/31/05 through Sunday 02/06/05

	This Week	Since Program Started: 12/13/2004
A. Families referred to DPSS		
1. Number of families referred	1	16
a) Number of adults	1	22
b) Number of children	1	34
Ages 0-4	0	10
Ages 5-10	0	16
Ages 11-14	1	6
Ages 15+	0	2
2. Disposition of referrals		
a) Homeless Assistance		
1) Number of families to whom CalWORKs Homeless Assistance funding for shelter issued	0	7
2) Number of families not eligible for CalWORKs Homeless Assistance funding and placed in a family shelter	0	8
3) Number of families left before interview was completed	1	1
b) CalWORKs Status		
1) Number of families already on aid	1	12
2) Number of families approved and issued CalWORKs	0	2
3) Number of families denied	0	2
Reasons for application denial:		
o did not return to the district office to complete the application process	0	1
o subsequently determined ineligible	0	0

	This Week	Since Program Started: 12/13/2004
B. Reason for homelessness		
1. Evicted	0	13
2. Domestic violence	0	0
3. Moved from another County/State	0	2
4. Prior home declared uninhabitable	0	0
5. No other shelter available	0	0
6. Unable to determine	1	1
C. Case Management		
1. Specialized Supportive Services		
a) Number of families screened	0	12
b) Number of families referred for:		
o mental health services	0	1
o domestic violence services	0	0
o substance abuse services	0	0
2. Child Protective Services (CPS)		
Number of families referred to DCFS	0	0